

CADDO PARISH COMMUNICATIONS DISTRICT NUMBER ONE
Board of Commissioners

6:00 p.m. Tuesday
March 21, 2023

ECC Training Room
1144 Texas Avenue

Board Members Present: Mike Irvin, Fred McClanahan, Clarence Babineaux, Jackie Lewis, and Van Anderson

Board Members Absent: Reverend Roy Thomas and John Robinson

Others Present: Tommy Mazzone, Wes Edge, Huck Adkins, Beth Ann Carter, Mike Culbertson, Morris Laichena, Arthur Meacham and Richard Stewart (9-1-1 Staff), Zelda Tucker (Legal Counsel), Martha Bryant (Caddo Sheriff Director) and Franco Zaragoza (Newman Marchive, Inc.)

Mr. Irvin called the meeting to order, and asked Ms. Carter to please make note of those in attendance. Mr. Mazzone welcomed our guest, Mr. Franco Zaragoza with Newman Marchive, Inc.

Mr. Irvin asked for a motion to approve the Tuesday, February 21, 2023 meeting minutes. Mr. Lewis moved to approve the meeting minutes, and the motion was seconded by Mr. McClanahan. The Board unanimously voted to approve the minutes.

Mr. Irvin asked Mr. Mazzone for an update on the financial report for the month of February. Mr. Mazzone responded that for the month of February, the District had monthly revenues of \$282,668.75. Monthly expenditures for February totaled \$645,199.11. Expenditures exceeded revenues by \$362,530.36. The reason for this drastic difference is the payment of \$295,632.82 to Motorola for completing project milestones one (1) and two (2) of our NG9-1-1 phone system upgrade, and a payment of \$54,900.00 to Fitzgerald's to complete the first phase of our multi-year remote site HVAC replacement plan. As of February 28, 2023, the District had \$6,750,446.27 Cash-in-Bank, and Fixed Assets for the month of December remained the same as the previous month, totaling \$32,329,816.09.

Mr. Irvin asked for an update on Facility Refresh Project. On March 9, 2023, the Facility Needs Subcommittee met to receive a presentation on the updates to our Facility Refresh Project and the demolition of the old Fire Station 17 structure at our property located at 2890 Southland Park Drive. The project managers went through their respective scopes of work, providing details to each portion of the jobs and discussed associated costs (budgeted and projected). The subcommittee members asked several questions regarding material and labor costs, and plans to avoid interrupting operations. A motion was made (and seconded) to approve presenting the project and funding updates to the full board.

Mr. Franco Zaragoza, of Newman Marchive Inc., made his presentation and went over the scope of work for the project. Originally, the Facility Refresh Project was budgeted for 1.68 million dollars, and because of an increase in costs, we can expect it to be near 2.04 million dollars. Mr. Mazzone reminded the Board that these funds are already accounted for between a previously separated construction account and our operating reserves. Mr. Babineaux made a motion to proceed with the project, and Mr. McClanahan seconded

Mr. Irvin asked for an update on P25 Digital Radio System Audio Quality Concerns. Mr. Mazzone stated that on March 14, 2023, during the Fire Chiefs' Meeting, several of the Fire District Chiefs inquired about the Motorola subscriber firmware update we provided to the Shreveport Fire Department. Mr. Mazzone informed them we have not received any further reports regarding the voice/alert tones. The Chiefs asked if we had plans to update their radios with the same firmware. Mr. Mazzone explained that we did not, only because they have not reported any discrepancies, but if they would like us to we will schedule each District; the Chiefs stated they would all like the update. Mr. Edge and Mr. Culbertson will develop a schedule to program all portable and mobile radios for the Fire Districts. Once complete, the Board will be informed.

Mr. Irvin asked if there was any old business. There was none.

Mr. Irvin asked if there was any new business. Mr. Mazzone informed the Board on Thursday, March 30th; Mayor Arceneaux will be making his first visit to the District. All Board Members are invited to participate. In addition, National Telecommunicators Week is the week of April 9th through April 15th. Mr. Mazzone reminded the Board that the mayor will read a proclamation on Monday, April 10th, and that there will be events planned through the week.

With no further business to be brought before the Board, Mr. Irvin asked for a motion to adjourn the meeting. Mr. Babineaux made the motion and it was seconded by Mr. McClanahan.